

GENERAL INFORMATION FOR NEW RESIDENTS OF WEST MILTON

Income Tax

Residents of the municipality are subject to a 1-1/2% mandatory local income tax on wages earned (no credit).

One-half percent (0.5%) of the 1.1/2% is dedicated for police and fire expenses only. Forms are available at the Municipal Building or from the Central Collection Agency (CCA). They can also be downloaded from [http:// www.ccatax.ci.cleveland.oh.us](http://www.ccatax.ci.cleveland.oh.us). CCA collects and processes West Milton's local income tax. Their number is 1-800-223-6317.

Where to Register to Vote

Voter registration cards can be filled out at the municipal building, library, or post office. Miami County Board of Elections also helps with this. Their number is 937-440-3900.

Garbage, Refuse and Recyclables

Trash collection is mandatory per Municipal Code 53.26. Each and every residential unit is required to contractually obtain and pay for the service through the current permit holder with whom the municipality has a contract. Trash and recyclables are picked up weekly on Tuesdays. Waste Management has the current contract with the municipality and is billed monthly through your water bill.

Standard Bulk Pick-up: 1-800-343-6047 - mattresses and fabric covered furniture need to be wrapped in plastic before pick-up will occur.

Billing and Services: 937-698-1500 ext. 108 (West Milton Water Department)

White Good (Appliance) item pickup is done on the third Saturday of each month. Customers must notify Waste Management of the items to be picked up by the Tuesday before the third Saturday by calling 1-866-797-9018.

Leaf Collection

The municipality will publish on the electronic sign in front of 701. S. Miami, the website and on **WMPA** Cable TV Channel 5 (99.1 on the digital channels) the leaf collection schedule stating the dates we expect (weather permitting) to be collecting leaves. Leaf collection typically begins in mid-to late October and ends in early December of each year.

Garage Sales

Garage sales must now be registered. Please call the municipal offices three (3) days prior to your sale. You are allowed three sales per year. Signs are limited to one on your property and two directional signs as long as they are on private property. Signs posted in the right of way or on public/utility poles will be removed.

Zoning and Building Regulations

Zoning compliance questions and fees are directed to the Code Enforcement Officer at the municipal building 937-698-1500 ext 104. All structural alterations which enlarge the footprint of a house, storage sheds, pools, fences, signage, garages, etc. require a Zoning Compliance Permit. Building regulation questions and fees can be directed to the Miami County Building Department at 440-8121.

Type of Government

West Milton operates under a Council-Manager form of government. Council consists of seven members, elected at large, by non-partisan elections, for four-year, overlapping terms. The mayor/council member is elected every four years. The Municipal Manager is appointed by council to run the day-to-day operations of the village. Council meets on the second Tuesday of each month at the municipal building.

WATER & SEWER SERVICE INFORMATION FOR NEW CUSTOMERS

Billing Practices Sections 51.21 and 52.115

Monthly billing periods. This occurs on or around the 1st day of the month. (EVERY MONTH YOU WILL GET A BILL)

Bills are due on the 15th of the month.

Meters are read per thousand gallons used.

	Operational	Consumption	
	Charge	Charge Per 1,000	
		Gallons	Fee
Water	\$13.45	\$5.95	\$5.85
Sewer	\$ 6.08	\$6.33	
Sewer Capital			
Improvement	\$0.68	\$0.70	
Total	\$20.21	\$12.98	\$5.85

Final Meter Readings Section 52.116 (B) and 51.22 (F)

When moving a customer needs to call 698-1500 (ext. 108) and request a final read on their utility account. Customers will pay the full operational charge, even if it's not a full billing period. If payment is not received by the due date, a service charge of \$30 shall be levied on the account and possible water disconnection. If a tenant fails to pay a FINAL BILL, the invoice will be forward to the landlord with a fourteen day payment extension. If not paid by the landlord/owner by the extended due date the additional fees will be due as well. A \$30 service charge shall be lev-

ied and service can be disconnected with an “off and on” fee of \$20 in town (\$25 out of town) if payment is not received by the due date.

Payment of Charges Sections 52.120 and 51.26

Charges are payable on or before the fifteenth day of the month following the mailing of the bill always around the first of the month. After the due date, a 10% penalty is added to charges due. Customers will receive a delinquent bill on or around the first of the month if their account is past due with the shut-off date posted on the bill. ***See the back of your bill for payment options (dropboxes, credit cards, etc.) and other water/sewer information.***

SHUT-OFF DAY: Customers that are disconnected/tagged due to non-payment are required to pay the entire account balance (current and past due amounts) plus all fees to reconnect service. **An automatic \$30 fee is added to each account on the list and an additional \$20 fee to reconnect water (\$25 for customers outside of municipality.) The notice shall state the customer’s right to appeal, under provisions of Section 52.121.**

Service Calls and Fees

Customer Requested Meter Check Fee – A \$30 charged whenever a meter or usage check is requested. If the result of the check indicates that the meter is not functioning properly or within normal standards, this fee will be credited back to the customer. A customer’s first request shall be free, while each subsequent requested meter check shall be charged.

Residential Watering Credit Section 51.22 (G)

Residential users with a least one previous year of history will automatically receive a sewer discount during the lawn watering months (May through August). Sewer charges above the “non-watering” month’s highest usage plus ten percent (10%) shall be credited for residential users who meet the provisions.

Water Leaks

Household leaks seen or unseen can drip hundreds of gallons of water down the drain. Not only is this water wasted, but also could cost you several hundred dollars a month depending on the severity of the leak(s).

Check all faucets and replace worn or defective fixtures. Check outside water taps to be sure they are turned off at the faucet and not at the hose nozzle. Toilets are the most common areas to find leaks and one of the most costly. If you suspect a leak, you can put a small amount of food coloring in your toilet tank after it has filled BUT DO NOT FLUSH. If the color shows up in the bowl, you probably have a leak in or around the plunger ball.

Water Conservation Tips

Toilet: by placing a plastic soap or milk bottle filled with water in the tank will help conserve a gallon of water every time you flush.

Showers: a partially filled tub uses far less water than a long shower.

Use the new water-saving devices that are available for showers and other fixtures to cut down on water flow.

Only run full loads in the dishwasher and the laundry washer.

West Milton Officials:**Council**

Anthony Miller	Mayor
Scott Hurst	Vice Mayor
Sarah Copp	Council Member
Don Dohrman	Council Member
Scott Fogle	Council Member
Karen Grudich	Council Member
Jason Land	Council Member
Linda Cantrell	Clerk of Council

Staff

Matt Kline	Municipal Manager	937-698-1500 ext 103
Becky Baker	Administrative Assistant	937-698-1500 ext 100
Jill Grise	Finance Director	937-698-1500 ext 102
Ben Herron	Service Director	937-698-1500 ext 116
Harry Busse	Chief of Police	937-698-2677 ext 110
Dennis Frantz	Fire Chief	937-698-1500 ext 112
Joetta Hensley	Water Billing Clerk	937-698-1500 ext 108
Lacey Reed	Code Enforcement Officer	937-698-1500 ext 104

Frequently Called Telephone Numbers

Police, Fire & Squad	911
Police – Non-emergency	440-9911
Fire – Non-emergency	698-WMFD (9633)
Life Squad – Non-emergency	698-8857
Street Department	698-7500
Waste Water Treatment Plant	698-4884

Waste Management (Trash)

-Bulk pickup/missed services	1-800-343-6047
-New service/questions	937-698-1500 ext. 108

Bureau of Motor Vehicles	937-332-6812 Troy
Central Collection Agency (CCA)	1-800-223-6317
Dayton Power & Light	1-800-433-8500
Miami County Auditor (Dog Licenses)	937-440-5945

Miami County Main Switchboard	937-440-5900
Miami County Board of Elections	937-440-3900
Milton Union Library	937-698-5515
Milton Union Schools	
Elementary	937-884-7920
Middle	937-884-7930
High	937-884-7940
Superintendent	937-884-7910
OUPS-Call Before You Dig	811
Post Office	937-698-4641
Spectrum (Cable TV)	937-888-409-0795
Union Township Building	937-698-4480
Vectren Energy-Natural Gas Svc	1-800-909-7668
Frontier (Telephone)	1-877-462-8188
West Milton Public Access (WMPA)	937-698-3836
Cable TV Channel 5 or digital 99.1	